



**Minutes of the Online Meeting of Great Notley Parish Council Held on  
Monday 14<sup>th</sup> September 2020**

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Meeting commenced at 7.30pm

Present: Councillors Griffin (Chair) Crawford, Hagger, Pritchard, Ricci, Sheppard and the Clerk

4 members of the public were present

**20/65: Apologies**

Received from Councillors Butland and Cunningham and Councillor Ricci had sent apologies for late arrival.

**20/66: Declarations of Interest**

Councillor Ricci declared a non-pecuniary interest as a member of Braintree District Council and as a member of the planning committee of that authority. In addition, he took no part in the discussion or decision making in relation to the planning application 20/02421/VAR and was placed in the virtual waiting room for the consideration of that item.

Councillor Hagger declared a non-pecuniary interests in planning item 20/01097/HH as he is acquainted with the neighbour most effected by that application and planning application 20/01032/FUL as he is acquainted with the neighbour most effected by that application.

**20/67: Minutes of the Meeting of the Council held on 20<sup>th</sup> July 2020**

The minutes of the meeting held on 20<sup>th</sup> July 2020 were considered. Councillor Hagger advised that his declaration of interest had been incorrectly recorded. It should have stated that he is acquainted with the neighbour most effected by the planning application for Norrells. The amendment was made and Councillors otherwise **agreed** the minutes as a correct record and the document will be signed by the Chair.

**20/68 Public Question Time**

A member of the public raised a concern about cars racing on the A131 and wished to find out what action is being taken.

Another member of the public commented about the proposals to place a bench in White Court Wood. He is concerned about the anti social behaviour in the wood and the Police have been advised. He was concerned that placing a bench in the wood would increase such behaviour.

At this point of the meeting Councillor Ricci logged on.

**20/69: Reports**

**20/69.1 Report from County Councillor**

No report.

**20/69.2 Report from District Councillor**

Councillor Ricci reported that the next stage consultation in relation to the Braintree District Council Local Plan has been launched.

**20/69.3 Reports from Councillors attending external meetings**

Councillor Hagger reported that he had attended an online meeting for Councils with Highways England regarding the widening of the A12 from junction 19 to junction 25. There will be a public consultation in 2021 which can be publicised to residents.

At this point in the meeting Councillor Sheppard logged on.

Councillor Crawford confirmed that he had attended the Patient Participation Group meeting of the local GP surgery. The annual meeting has been postponed to January 2021. The surgery reported they are speaking to patients who require help without face to face meetings and are considering how to run flu clinics. Consideration is being given to how best to liaise on an ongoing basis with patients. A detailed report is expected and will be sent to the Clerk which can be included in the Great Notley Times.

It was **agreed** to deal with agenda item 20/72.8 at this point in the meeting

**20/72.8 To consider response of Police in relation to residents' complaints regarding cars racing.**

The Clerk reported that in June 2020 it became apparent that there were more vehicles racing along the A131 and she had received a number of complaints from residents. She spoke to the Police who advised that residents should be encouraged to report the matter to them. A posting was made on Facebook and a number of residents did report on a regular basis. The Police requested more information such as number plates which it is difficult to acquire in the middle of the night. As a result of more complaints she tried to speak to the Police again and has had problem making contact but finally received an email today from a sergeant confirming that the Police are dealing with the matter but stating little more. She asked that Councillors decide what further action they wish to take regarding this matter.

Councillor Sheppard confirmed the issue extends along the A131 to the racecourse as well as being around the Great Notley bypass.

Residents confirmed that the cars are customised and make a lot of loud noise and the Tesco car park is used as a 'car meet' area and confirmed the extent of noise disturbance. They have continually reported the issue to the Police including number plates and it does not appear that any action is being taken. They feel they have been rebuffed. Tesco staff have decided not to confront

those gathering in their car park and the resident finds the presence intimidating and the car meet seems to take place every night.

Councillor Ricci proposed that a formal letter is sent to Chief Inspector Jeanette Rawlingson by the Parish Council and signed by the Chairman summarising the problems with communication and issues raised by residents to find out what actions are being taken by the Police. Councillors **agreed** that the letter is sent and to report back to residents.

## **20/70: Parish Clerk's Report**

The Clerk reported as follows -

1. Braintree District Council has now installed drop down bollards to protect the green space between Shelduck Drive and Aylesbury Drive.
2. I have requested that the work to repair the guttering, install a gutter cover and paint the wall of the storage unit is undertaken and I am awaiting an update regarding the delivery of the gutter cover so that work can commence.
3. On 5<sup>th</sup> August I attended a Zoom meeting organised by Braintree District Council to liaise with Parish Clerks. I found the event very useful in both hearing about how other Parish Councils have been working during the Covid pandemic and regarding the improvement of communication between BDC and the Parish sector not just in relation to Covid but also in relation to the ongoing health and wellbeing agenda and service provision generally. Another meeting is due to be convened in late September.
4. You may recall that I advised that I had not received a response from ECTU in relation to the traveller issue in June 2020. As at today's date no response was ever received and a resident advised me that he had also encountered this issue.

*The lack of response had been raised with Councillor Butland and a response is awaited.*

5. I have passed details of potholes in the Parish to Councillor Butland to put forward to the new pothole repair scheme launched by Essex County Council.
6. Braintree District Council has provided posters and resources which have enabled Great Notley Parish Council to participate in the anti litter 'Tosser' campaign.
7. After the work to support the pond banking there was a flood of water from drainage ditches which has resulted in further slippage. BDC advise me that they are liaising with the original contractor to repair the issue.

*It was noted that there is ongoing liaison between BDC and the original contractor as to who should cover the cost of repair.*

8. I communicated with a representative from Countryside Properties who advised that work will be carried out to clear some ditches by Panners Pond that are still owned by Countyside.
9. You may recall that around 18 months ago the issue of cars parked on a verge at Cuckoo Way was raised but that as the land was owned by a resident no action could be taken. The situation has now worsened as a

resident reported that usually two cars are constantly parked on the verge which is very overgrown. BDC recommended that I refer the issue to the highway authority so I have referred the issue to Councillor Butland.

*A response is awaited from Councillor Butland.*

10. An amendment was required to the planning application for the RAFT which has now been submitted and receipt acknowledged and the matter is proceeding.
11. Braintree District Council environmental health team have contacted the Tesco store in relation to continued issues regarding litter particularly in ditches for which the store is responsible. If matters do not improve they will take further action. They have asked that the Parish Council report if matters do not improve.
12. I am listing below correspondence received which does not require attention but is just to be noted –
  - Consultation regarding support for local Government following Covid 19
  - Information about the Coggeshall neighbourhood plan
  - Update regarding Bradwell B Power station proposals
  - Update regarding review of Stansted Airport airspace

13. Finally, I am listing some matters where no action is required by the Parish Council but where a response is awaited from others.

Issue	First raised
Transfer of land between developers and Braintree District Council – Countryside Properties report that they expect this to be concluded by the end of 2019 – residents’ complaints still being received	May 2012
Parish Council application for a ‘warning pedestrians sign on A131 adjacent to Hungry Horse detailed design for traffic management and signalised crossing awaited from Essex County Council in accordance with decisions made by Local Highway Panel – Update expected in March 2020	January 2015
London Road Speed survey to be carried out by Local Highway panel in after September 2020	January 2020
Removal of bottle bank behind Prince Louise pub – to be carried out April 2020	January 2020
Tree Strategy for the Parish – await Braintree District Council – updated report expected October 2020	July 2019
Work to install bollards at humpback bridge over Panner’s Pond – response awaited from BDC	February 2020

Parish Council application for 20mph speed limit within White Court section of the Parish – response awaited from Essex County Council Local Highway Panel	July 2020
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The Clerk further reported that Councillor Butland had forwarded a complaint from a resident regarding problem parking by footballers at the green. It was requested that the issue is raised with the football club and the matter put on the October agenda to assess if it is still a problem.

A resident who had attended a previous meeting had raised the issue of Japanese Knotweed on land near his house. The land is still owned by Countryside Properties so the matter has been referred to them to deal with.

Residents have complained to BDC regarding the fact that life rings at Panner’s Pond have not been replaced. The response from BDC is that they will return rings to the housing but will not purchase new rings as they consider that the rings are being abused. Councillors asked that it is suggested to BDC that more substantial housing for the rings it put in place to try and deter such behaviour.

It was noted that the next meeting of the NGCA is due to take place on 24<sup>th</sup> September 2020. Councillor Griffin agreed to attend that meeting.

The report was otherwise **accepted**.

**20/71: Financial report**

**20/71.1 Bank Reconciliation**

The bank reconciliation calculated to 31<sup>st</sup> August 2020 was presented and **accepted**. It was noted the new account with the Saffron Building Society has now been opened.

**20/71.2 Payments for approval**

The following payments were **approved –**

**Direct Debits**

10/8/20	BT phone and internet	73.41
16/8/20	RAC Allstar fuel	48.89

**Online payment made 6/8/20**

Quest Motors	Van service and MOT	224.00
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**Online payment made 24/8/20**

Salaries	3,794.47
Car wash expenses	25.00

Clerk's expenses		392.79
HMRC	Tax and NI	961.88
Essex Pension Fund	Pension contributions	1,012.44
Solar Graphics (GB) Ltd	Play area signs	360.00

### **20/71.3 To consider report on early stage Strategy planning**

The Clerk confirmed that a White Paper on the reorganisation of local government is expected shortly with the expectation of Unitary authorities and the prospect of services being devolved to the Town and Parish sector. She encouraged Councillors to carefully consider strategy planning in view of this and taking into consideration ongoing projects and aims. It was noted that there is a need to consider what residents' value and the suggestion of Zoom surgeries was discussed. It was **agreed** to put together an online survey with Survey Monkey and Councillor Hagger will assist the Clerk in this regard.

### **20/72: Substantive Matters for consideration**

#### **20/72.1 To consider issues surrounding trees within the Parish**

##### **20/72.1.1 To consider replacement of dead trees in Parish**

It was noted that Braintree District Council has agreed to provide a replacement tree in relation to the tree in memory of a former Councillors which has died. In relation to the memorial tree by the hospital memorial the Clerk had found a source of free trees but only for orchards and forests. Councillors asked that she obtain a quote to purchase a replacement tree.

##### **20/72.1.2 To consider issues in relation to trees owned by Essex County Council**

The Clerk had provided information from Essex County Council in relation to trees adjacent to the highway. Councillors requested that the information is included in the next issue of the Great Notley Times so that residents know the procedure if they need to complain in relation to a tree adjacent to their property.

##### **20/72.2 To consider the issue of provision of allotments in the Parish**

Councillor Hagger provided a detailed update and action plan regarding two prospective allotment sites that had been presented to the parish Council by Braintree District Council and actions that need to be taken to progress the project. The primary concern is to obtain the consent in principle of Essex County Council to the proposed sites. Updates will be provided at future meetings.

### **20/72.3 To consider issue of benches in the Parish**

#### **20/72.3.1 To consider potential seat in White Court Wood and grant application**

It was noted that objections had been received from residents regarding the proposal for a new bench in White Court Wood as it may increase anti social behaviour. It was agreed not to proceed with the bench but to try and come up with another idea for the area. It was noted some bins are in a poor state of repair. The Clerk will enquire about recycled products and bins and to ask residents for ideas. Also to get an updated quote for the maps in the Parish which are now out of date. Also to look to include footpaths on the maps.

#### **20/72.3.2 To consider memorial seat for former Parish Councillor**

A request had been received for a bench for a former Councillor who had passed away. Councillors noted that there is a spare Parish Council bench which just needs some touch up painting. It was **agreed** that the bench could be provided as a Memorial bench. Consent would be required from Braintree District Council as to the position on the Green. Clarification of the desired position would be required from the family. It was **agreed** to propose to the family that provided they cover the cost of installation and provision of and attachment of a plaque the bench can be provided but will remain the property of the Parish Council.

### **20/72.4 To discuss issues surrounding the distribution of the Great Notley Times**

As distribution was still proving to be unreliable the Clerk had contacted Royal Mail regarding its 'Door 2 Door' service. The cost has been substantially reduced and is lower than the current distributor. It was **agreed** to accept that quote as the service is undertaken by the local post office and postman so is more reliable. The magazine will go out in October 2020. The current company are on a 2 issue trial so not to continue with them.

### **20/72.5 To consider updated website and email issues**

#### **20/72.5.1 To consider updated website accessibility statement**

The updated website accessibility statement was **approved**.

#### **20/72.5.2 To receive update in relation to Parish Council email accounts**

The cost of £25 was **agreed** to update the email accounts. Information will be available shortly and the new email addresses will be publicised in the next Great Notley Times.

### **20/72.6 To consider Health and Wellbeing issues**

#### **20/72.6.1 To consider update to health and wellbeing plan in view of potential second wave of Covid 19**

Councillor reviewed actions during Covid including use of the Facebook page, and there was discussion as to how the Parish Council can act during a second wave. Councillor Hagger had met with Church representatives who had

organised some volunteers. There had been some leafletting for part of the Parish. It was considered that increased liaising with community groups via Zoom would be beneficial not just during Covid but going into the future. It was noted that the GP surgery is promoting social prescribing which could tie in with such liaison. It is a way of getting information out to residents. Councillor Ricci mentioned liaising with BDC on the issue.

**20/72.6.2 To consider need for Health and Wellbeing committee to promote liaison with community groups**

It was **agreed** not to set up a committee but to set up an informal working group to deal with community liaison and Councillors Hagger, Pritchard and Crawford agreed to take part in that group.

**20/72.7 To consider issue of Fishing at the Country park lakes**

A communication had been received from Essex County Council regarding antisocial behaviour, littering and general problems in relation to fishing at the Country Park lakes. The Clerk confirmed she had received similar complaints. There is a proposal to ban fishing at the lakes and the view of the Parish Council has been requested. After substantial discussion it was agreed that the issues do need to be dealt with but as many residents enjoy fishing at the lakes to suggest that prior to banning fishing Essex County Council consider the following potential solutions, to require a licence for people to fish, to improve enforcement by having water bailiffs either from the environment agency or from Essex County Council, to ban fishing in certain areas of the lakes for example on one side of the lake, improve access by having platforms.

**20/72.8 To consider response of Police in relation to residents' complaints regarding cars racing.**

Dealt with earlier in the meeting

**20/72.9 To consider nominations for the Essex Honours**

No action.

**20/72.10 To consider organisation of Parish events in view of current Covid 19 restrictions**

**20/72.10.1 The Remembrance Day event**

It was **agreed** that there should be some form of commemoration but in a scaled back form. No members of the public or community groups to be invited but to enquire as to whether the vicar and the bugler can attend with a view to live streaming something onto the Parish Council Facebook page. Two Councillors to attend. To put up bollards so people do not approach the bugler.

**20/72.10.2 The Torchlight Procession**

In view of Covid 19 restrictions on social gatherings it was **agreed** to cancel the event this year.



## 20:73 Planning applications, Tree Preservation Orders and other planning matters

### 20/73.1 New Applications within the Parish

Application No.	Application	Response
20/00217/TPO	39 Langdale, Great Notley - to carry out work to a tree covered by a Tree Preservation Order	<b>No objection</b>
20/01032/FUL	Norrells, 184 London Road, Great Notley – demolition of existing bungalow and erection of 2x 4 bedroomed detached houses with integral garages	<b>No comment but that the comments of neighbours are noted.</b>
20/00189/TPO	97 Derwent Way, Great Notley – work to tree covered by Tree Preservation Order	<b>No objection</b>
20/01097/HH	62 Derwent Way, Great Notley – single storey rear extension	<b>No objection</b>
20/01135/HH	14 Crummock Close, Great Notley – two storey side/rear extension	<b>No objection</b>
20/00214/TPO	14 Derwent Way, Great Notley – work to tree covered by a Tree Preservation Order	The application is to make more room for parking by removing a tree. It was noted that there is a lot of parking on site at present and that the Tree Warden had reported the tree to have high amenity value for the community thus <b>agreed to object</b> .
20/00252/TPO	3 Thirlmere, Great Notley – work to tree covered by Tree Preservation Order	It was noted there is a question as to whether the applicant owns the tree so <b>agreed</b> to raise that issue as a concern.
20/00275/TPO	71 Windermere Drive, Great Notley – work to tree covered by a Tree Preservation order	Application currently in abeyance
20/00251/FUL	The Paddocks, 222 London Road, Great Notley - Redevelopment of the site involving the erection of 1 x 5 bedroom and 2 x 4 bedroom two-storey detached dwellinghouses RECONSULTATION	Response already made no additional comments to make
20/00501/FUL	Great Notley Skatepark, Notley Green, Great Notley – installation of concrete skate ramp and teen shelter - RECONSULTATION	No comment as application submitted by the Parish Council.
20/00285/TPO	12 Ellen Way, Great Notley – work to tree covered by Tree Preservation Order - RECONSULTATION	No further comments.

20/01421/VAR	Land North of Slamseys Farm, Blackleys Lane, Great Notley - Variation of Condition 1 (Approved Plans) and Condition 3 (Arboricultural impact assessment) of approved application 20/00155/VAR granted 15/05/2020 for: Variation of condition numbers 2 (Approved Plans), 3 (Materials), 6 (Detailed Landscaping), 7 (External Lighting) and 19 (GCN License) of approved application 19/01092/FUL granted 30/09/2019 for: Proposed development of an Electric Forecourt, comprising of 24 core electric vehicle charging points, energy storage, a mix of ancillary dwell facilities, car parking, hard and soft landscaping and access arrangements off the A131, Great Notley. To allow updated design drawings and materials to main building, Updated landscaping scheme and lighting, Updated ecological statement. Variation would allow: Condition 1: Extension to the clearance of the tree belt and revision to retail store Condition 3: Updated arboricultural impact assessment	Councillor Ricci was placed in the virtual waiting room for this item.  Councillors <b>agreed to object</b> to the removal of the trees as proposed by the applicant as there is no justification evidenced within the application. The charging station can be clearly seen from the A131. The proposed Totem would also be intrusive if the trees were removed. There is much vegetation in front of Skyline. The removal of the trees would be contrary to environmental protection. Also to raise a concern about the lighting scheme and that the issue of light pollution should be taken into consideration in view of its proximity to the residential area of Great Notley.
20/01430/HH	1 Tufted Close, Great Notley - Erection of a single-storey front/side extension and first-floor extension over the existing garage	No comment

## 20/73.2 To note results of planning applications

The following results were **noted** -

Application No.	Application	Result
20/00281/FUL	Discovery Centre, Great Notley Country Park, Great Notley- Replacement of Metal Halide Luminaires with LED Luminaires to the Existing Floodlighting of the Artificial Turf Pitch and MUGA.	<b>Granted</b>
20/00383/VAR	Highfield, 224 London Road, Great Notley - Variation of Condition 2 'Approved Plans' of permission 15/00176/FUL granted 19.06.2015 for: Demolition of former farm shop, piggeries, vacant dwelling and existing recreation room and erection of 6 No. detached houses with associated new access to London Road, private access road, turning head, garages and car parking spaces, foul and surface drainage and landscaping. Variation would allow: -	<b>Granted</b>

	Alterations to site layout, fenestration and garages.	
20/00622/HH	66 Ellen Way, Great Notley – conversion and extension of existing single storey garage to form habitable living space	<b>Granted</b>
20/00756/HH	60 Ellen Way, Great Notley – two storey front extension	<b>Refused</b>
20/00125/TPO	20 Levens Way, Great Notley – work to tree covered by Tree Preservation Order	<b>Part Granted Part Refused</b>
20/00924/HH	2 Elderfield, Great Notley – retention of single storey rear extension	<b>Granted</b>
20/00860/ADV	Land West of A131, Horizon business park, Great Notley - display of double sided site signage	<b>Granted</b>
20/00859/ADV	Land West of A131, Horizon business park, Great Notley – display of double sided site signage	<b>Granted</b>
18/00609/VAR	Highfields, 224 London Road, Great Notley – application to vary condition 2 of planning permission 15/00176/FUL to move position of access to improve highway safety	<b>Withdrawn</b>
18/01065/OUT	Land South of Gilda Terrace, Braintree - Outline planning permission for residential development (C3) for up to 120 dwellings with all matters reserved except access and the demolition of nos. 27 and 29 Gilda Terrace.	<b>Refused</b>

### **20/73.3 To consider representations in relation to the modifications to Braintree District Council's local plan**

No Comments.

### **20/73.4 To consider responses to the Government's White Paper in relation to planning reform**

Councillors considered the proposals. Concerns were raised regarding the disenfranchisement of Parish Councils from the consultation process, the impact upon local plans, general increase in development without community consultation, the use of the infrastructure levy and potential reduction in funding for community assets and the fact that land banking is not addressed. There was a concern about design guides and the input from Parish Councils as well which are yet to be published. It was **agreed** to respond to the consultation by

raising those points. Councillor Ricci also mentioned that BDC were considering its response and could provide a briefing to the Parish Council.

**20/74 Any matters to be raised for next agenda**

London Road Weight limits, streetlight audit, Parish asset review

Meeting concluded at 9.21pm